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Preparatory Committee for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)
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Item 5 (b) of the provisional agenda*
Organizational matters: arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

Arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in the United Nations Conference on Housing and Sustainable Urban Development (Habitat III)

Note by the secretariat

I. Background

1. The General Assembly, in resolution 67/216, encouraged effective contributions from and the active participation of all relevant stakeholders, including local governments, major groups as identified in Agenda 21, the relevant United Nations funds and programmes, the regional commissions and specialized agencies, the international financial institutions and other Habitat Agenda partners, at all stages of the preparatory process for the Conference on Housing and Sustainable Urban Development (Habitat III) and at the Conference itself.

2. In its resolution 69/226, the General Assembly emphasized the importance of the wide participation of all relevant stakeholders, including local authorities, in the promotion of sustainable urbanization and settlements and called upon Member States to ensure the effective participation in the preparatory process and in the Conference itself of local governments and all other stakeholders.

3. In the same resolution, the General Assembly decided that the major groups and the non-governmental organizations in consultative status with the Economic and Social Council, as well as those accredited to Habitat II and the summit to be held in September 2015 for the adoption of the post-2015 development agenda, would register in order to participate in the Conference. The General Assembly also decided that non-governmental organizations not in consultative status with the Economic and Social Council wishing to attend and contribute to the Conference, and whose work was relevant to the subject of the Conference, could participate as observers in the Conference as well as in the preparatory meetings, in accordance with the provisions contained in part VII of Council resolution 1996/31 of 25 July 1996, and subject to the approval of the Preparatory Committee in

* A/CONF.226/PC.2/1.

plenary meeting, and that, while respecting fully the provisions contained in rule 57 of the rules of procedure of the functional commissions of the Council, such a decision should be made by consensus.

4. The following arrangements for accreditation and participation of major groups and other relevant stakeholders in the preparatory process and in Habitat III will apply.

II. Accreditation criteria and procedures for organizations in consultative status with the Economic and Social Council

5. Interested non-governmental organizations and major groups, including local authorities and other stakeholders, whose work is relevant to the subject of the Conference, that are currently in consultative status with the Economic and Social Council and that wish to participate in the Conference or in sessions of its Preparatory Committee should pre-register on the website of the Conference (www.habitat3.org).

III. Accreditation criteria for organizations accredited to Habitat II and the summit to be held in September 2015 for the adoption of the post-2015 development agenda

6. Organizations accredited to Habitat II and the summit to be held in September 2015 for the adoption of the post-2015 development agenda, whose work is relevant to the subject of the Conference and that wish to participate in the Conference or in sessions of its Preparatory Committee, should pre-register on the website of the Conference (www.habitat3.org).

IV. Accreditation criteria and procedures for organizations without consultative status with the Economic and Social Council

7. Those non-governmental organizations and major groups not in consultative status with the Economic and Social Council but wishing to attend and to contribute to the Conference and its preparatory process may apply to the Conference secretariat for that purpose. Such special accreditation will be limited solely to the Conference and its preparatory process.

8. The application requires the submission of the following information:

(a) Name of the organization and pertinent contact information, such as address and main contact details;

(b) Purpose of the organization;

(c) Programmes and activities of the organization in areas relevant to the subject of the Conference, indicating in which country or countries they are carried out;

(d) Confirmation of the activities of the organization at the national, regional or international levels;

(e) Copies of annual or other reports of the organization, with financial statements and a list of financial sources and contributions, including governmental contributions;

(f) A list of the members of the governing body of the organization and their countries of nationality;

(g) A description of the membership of the governing body of the organization indicating, as appropriate, the total number of members and, where applicable, the names of organizations that are members and their geographical distribution;

(h) A copy of the constitution and/or by-laws of the organization;

(i) A completed online registration form.

9. The registration of municipal and other local or regional authorities can be arranged under the auspices of an accredited non-governmental organization or as members of a national delegation through its permanent mission to the United Nations.

10. The deadlines for submitting accreditation applications are as follows:

(a) Preparatory Committee, second session: 1 March 2015;

(b) Preparatory Committee, third session: 1 April 2016;

(c) Habitat III Conference: 2 May 2016.

11. Applications for special accreditation should be made online at the website of the Conference (www.habitat3.org). The Conference secretariat, with support from the United Nations Non-Governmental Liaison Service and others, as appropriate, will review the relevance of the work of the applicants on the basis of their background and involvement in sustainable urban development issues. If the evaluation shows, on the basis of the information provided, that the applicant organization is competent and its activities relevant to the work of the Conference, the Conference secretariat will recommend to the Preparatory Committee, for its decision, the accreditation of the organization. In cases where such recommendation is not made, the Conference secretariat will make available to the Preparatory Committee the reasons why. The Conference secretariat will submit its recommendations to the Preparatory Committee for review and endorsement.

12. An organization that has been granted accreditation to attend a session of the Preparatory Committee may attend all of its future sessions and the Conference itself.

V. Modalities for participation in the preparatory process and the Conference

Participation in sessions of the Preparatory Committee

13. Representatives of accredited organizations may address the Preparatory Committee in plenary meetings. Given the short duration of each session of the Preparatory Committee, however, it is requested that statements be made available in writing for electronic distribution.

Participation modalities at the Conference

14. Accredited organizations will have direct access to the official Conference venue. For security and safety reasons, on some days of the Conference a limit on the number of major group participants may need to be established. The Conference secretariat will inform the major groups regarding these arrangements through the Conference website.

15. A small but representative number of participants from major groups will be invited to address the Conference in plenary meetings. Individual speakers will be identified through the self-organized mechanisms of the major groups, in coordination with the President of the Conference, through the Conference secretariat.

16. At the Conference, a number of stakeholder events and activities are expected to take place. The details and topics of those events will be announced at a later date.